



**Village of Lytton  
AGENDA –Leadership and Policy for Recovery Select Committee  
Virtual over Zoom  
Wednesday, November 10, 2021 at 1:00 pm**

**1 CALL TO ORDER**

**2 ADOPTION OF THE AGENDA**

**2.1 Agenda for the November 10, 2021 Leadership and Policy Select Committee meeting**

**2.2 Addition of Late Items**

*THAT the Select Committee adopt the agenda for the November 10, 2021 Leadership and Policy for Recovery Select Committee as presented/or amended.*

**3 ADOPTION OF THE MINUTES**

**3.1 Minutes of the October 27, 2021 Leadership and Policy for Recovery Select Committee Meeting p.#2**

*THAT the Select Committee adopt the minutes of the October 27, 2021 Leadership and Policy for Recovery Select Committee meeting as presented/amended.*

**4 ADVISORY PLANNING COMMITTEE**

**4.1 Update on Committee members**

**4.2 Terms of Reference**

**p.#5**

**5 RESIDENT NEEDS SURVEY**

**5.1 Update of the Survey**

**6 LEADERSHIP AND POLICY FOR RECOVERY SELECT COMMITTEE**

**6.1 Repurposing Committee to Planning and Rebuild**

**7 ADJOURNMENT**

**7.1 Adjournment of the November 10, 2021, Leadership and Policy for Recovery Select Committee**

*THAT the November 10, 2021 Leadership and Policy for Recovery Select Committee be adjourned.*



**Village of Lytton  
DRAFT Minutes –Leadership and Policy for Recovery Select Committee  
Virtual over Zoom  
Wednesday, October 27, 2021 at 1:00 pm**

**Committee Present:** Chair Leitch, Mayor Polderman, Councillor Graie, Councillor Hay

**Staff Present:** Council Liaison Mattiussi, CAO Advisor Wiedeman

**Regrets:**

**Guests:** Mr. Terry Hawes, MNP

**1 CALL TO ORDER**

Chair Leitch called the October 27, 2021, Leadership and Policy for Recovery Select Committee Meeting to order at 1:00 pm.

**2 ADOPTION OF THE AGENDA**

**2.1 Agenda for the October 27, 2021 Leadership and Policy Select Committee meeting**

**2.2 Addition of Late Items**

**21-034** *Moved by Mayor Polderman, **THAT** the Select Committee adopt the agenda for the October 27, 2021 Leadership and Policy for Recovery Select Committee as presented.*

**CARRIED**

**3 ADOPTION OF THE MINUTES**

**3.1 Minutes of the September 27, 2021 Special Leadership and Policy for Recovery Select Committee Meeting**

**21-035** *Moved by Mayor Polderman, **THAT** the Select Committee adopt the minutes of the September 27, 2021 Special Leadership and Policy for Recovery Select Committee meeting as presented.*

**CARRIED**

**3.2 Minutes of the October 1, 2021 Special Leadership and Policy for Recovery Select Committee Meeting**

**21-036** *Moved by Councillor Hay, **THAT** the Select Committee adopt the minutes of the October 1, 2021 Special Leadership and Policy for Recovery Select Committee meeting as presented.*

**CARRIED**

### **3.3 Minutes of the October 13, 2021 Leadership and Policy for Recovery Select Committee Meeting**

**21-037 LPR** *Moved by Mayor Polderman, **THAT** the Select Committee adopt the minutes of the October 13, 2021 Leadership and Policy for Recovery Select Committee meeting as presented.*

**CARRIED**

## **4 ENGINEERING REPORTS**

### **4.1 Mundall Engineering Interim Housing Site Suitability Report**

Report was provided for information. Councillor Hay noted that the report indicates that the site has everything that is needed and is suitable for interim housing.

### **4.2 Mundall Engineering Village Office Site Suitability Report**

Report was provided for Information. Councillor Hay noted that the report indicates that as of October 12, 2021, the building is viable for immediate use as an office. Councillor Graie raised the Alternative Site Report that has not yet been discussed by Council.

Mr. Mattiussi stated that he has been reviewing the options and he will be writing a report for Council consideration regarding the alternatives and which would be the best match for an interim office location.

## **5 STATUS OF MOTIONS**

### **5.1 Status of Motion 21-154**

*Moved by Mayor Polderman, seconded by Councillor Leitch, **THAT** Council request an analysis from MNP to determine if the Village of Lytton has funding available in the budget to temporarily fund the Interim Housing position up to \$30,000, until the Province makes a determination on funding.*

Mr. Terry Hawes, MNP, reported that requests for funding Recovery positions must be made through Emergency Management BC (EMBC) and must be approved in advance of any expenditure.

Mr. Mattiussi reported that the position has been funded through EMBC. He outlined the following steps:

1. Short Term Recovery Needs Plan adopted by Council, October 27, 2021 Regular Council Meeting and sent to Province;
2. New Recovery Manager hired;
3. EMBC updates Housing Needs Survey;
4. Council selects appropriate option(s) for interim housing;
5. Interim Housing Manager hired to action select option(s).

### **5.2 Status of Motion 21-155**

*Moved by Mayor Polderman, seconded by Councillor Hay **THAT** Council set up a meeting with ADM Maley and ADM Peterson as soon as possible to discuss funding for the Interim Housing Manager position.*

Discussion that this was covered by the previous agenda topic.

**5.3 Status of Motion 21-156**

*Moved by Councillor Hay, seconded by Mayor Polderman, **THAT** Council request that Urban Systems conduct a standard municipal water test, and if possible chemical testing, and get the results back to Council by the Tuesday before the next Council meeting (October 12, 2021) and come to present on the results.*

Mr. Mattiussi reported that there are currently two types of testing occurring:

1. Turbidity and CO2 testing completed by Village staff;
2. Potability testing through Urban Systems.

Urban Systems is currently in discussions with the Interior Health Authority regarding the degree of testing required to remove the Do Not Consume (DNC) order with an emphasis on the Ponderosa area.

**6 DRAFT AGREEMENTS STATUS**

**6.1 DRAFT Aspen Planners Agreements**

Current status of the DRAFT Agreements with Aspen Planners regarding the use of a portion of their landmass for Interim Housing and also the Office Building located on their land.

Mr. Mattiussi reported that he has been in contact with Mr. Bruce Gibson regarding both potential agreements and asked him to provide an indication from regarding the costs involved in using this location.

**7 ADJOURNMENT**

**7.1 Adjournment of the October 27, 2021, Leadership and Policy for Recovery Select Committee**

**21-038** *Moved by Councillor Hay, **THAT** the October 27, 2021 Leadership and Policy LPR for Recovery Select Committee be adjourned at 1:23 pm.*

**CARRIED**

Certified Correct

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Chair Leitch

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Corporate Officer Mattiussi

## **Draft Terms of Reference for Advisory Planning Committee (APC)**

### **Authority:**

Community Charter Section 142 Select Committees:

1. A council may establish and appoint a select committee to consider or inquire into any matter and to report its findings and opinion to the council.
2. At least one member of a select committee must be a council member.
3. Subject to subsection (2), persons who are not council members may be appointed to a select committee.

### **Proposed Mandate:**

The purpose of the Village of Lytton's Advisory Planning Committee is to:

1. Advise Mayor and Council on matters relating to planning and land use, the preparation and adoption of the Village's Official Community Plan, and proposed bylaws or permits.
2. Share and discuss information related to the community and business recovery plans
3. Hear from residents, invited resource experts and stakeholders on a variety of recovery-related themes such as land use planning, fire protection, donation disbursements, business recovery and community engagement initiatives.
4. Provide recommendations to Council related to the social, economic, health and fiscal recovery of the Village.

The possible composition of the AP Committee could be:

- Members appointed by Mayor and Council
  - Members representing the diversity and demographics of the community
- Committee has usually between six and ten members
- Committee meets on a regularly scheduled day each month
- Committee motions are adopted by majority vote
  - EMBC rep. as an exofico member
- Members must abstain from discussion and voting where they have a conflict of interest
- Committee meetings are public

The Chair of the Committee will be Councillor Robert Leitch.

The CAO will serve as the primary point of contact between the Committee and Council.